

RESOLUTION NO. 89-56

A RESOLUTION OF THE LODI CITY COUNCIL  
AWARDING THE BID FOR THE PURCHASE OF CLASS 2 AND CLASS 3 WOOD UTILITY POLES

WHEREAS, in answer to notice duly published in accordance with law and the order of this City Council, sealed bids were received and publicly opened on May 3, 1989 at 11:00 a.m. for the bid for the purchase of seven Class 2 and twenty-one Class 3 wood utility poles, described in the specifications therefor approved by the City Council on April 10, 1989; and

WHEREAS, said bids have been compared, checked, and tabulated and a report thereof filed with the City Manager as follows:

Bidder	Amount
=====	=====
McCormick & Baxter, San Francisco	\$14,230.50
J. H. Baxter & Co., San Mateo	\$17,216.10

WHEREAS, the City Manager recommends that award of the bid for wood utility poles be made to the low bidder, McCormick & Baxter, San Francisco;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lodi that award of bid for seven Class 2 and twenty-one Class 3 wood utility poles be and the same is hereby awarded to McCormick & Baxter, San Francisco, the low bidder, in the amount of \$14,230.50.


Dated: May 17, 1989

I hereby certify that Resolution No. 89-56 was passed and adopted by the City Council of the City of Lodi in a regular meeting held May 17, 1989 by the following vote:

Ayes: Council Members - Hinchman, Olson, Pinkerton, Reid and Snider (Mayor)

Noes: Council Members - None

Absent: Council Members - None

  
Alice M. Reimche  
City Clerk

LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
196	DENTAL INSURANCE	\$ 2,113	\$ 2,560
199	VISION CARE	\$ 470	\$ 561
	TOTAL SALARIES AND EMPLOYEE BENEFITS	\$407,799	\$508,423
201	OFFICE EXPENSE - GENERAL	\$ 15,000	\$ 15,000

The expenses in this category include all regular office supplies essential to the operation of the COG as a Planning Agency. One cost included in this line item is printing. Although we have reduced the amount of outside printing being done, there are some special publications requiring a printers expertise. These documents can be costly. A portion of this cost also reflects supplies for the Ridesharing Program. Some of the expense also includes computer software upgrades.

202	OFFICE EXPENSE - POSTAGE	\$ 5,700	\$ 6,000
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One of the functions of the COG is to promote intergovernmental cooperation and coordination. This necessitates a considerable amount of information dissemination through the mails, a major portion of which are referrals of federal grant requests, planning documents, and review materials for the COG Board and other committees. Mail rates continue to increase and has contributed to an increase in the postage budget. The total cost for postage also reflects the volume of mail generated by the COG and the expanding use of the mails by the Ridesharing Program.

203	SUBSCRIPTIONS AND PERIODICALS	\$ 200	\$ 200
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This budget item is used to purchase technical documents published by the Federal Department of Transportation and other agencies. These documents and other periodicals provide the current technical library support that is helpful in the preparation of transportation reports, plans, and in keeping abreast of the state of the art.

LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
206	COMMUNICATIONS	\$ 5,679	\$ 8,000
	<p>Communications, specifically the telephone, play an important part in carrying out the coordination of COG's Transportation Planning functions with local, State, and Federal agencies. The COG's coordination efforts require a considerable amount of long distance calling. A significant portion of the cost results from maintaining a toll free ridesharing number. This number receives a high volume of calls but is covered from the Rideshare grant.</p>		
209	MEMBERSHIPS	\$ 1,900	\$ 1,900
	<p>Included in memberships are COG's memberships in CalCOG (\$1,050) and in the California Association of Coordinated Transportation (CALACT - \$50). In addition there are staff memberships for the professional planners in the American Planning Association (APA - \$700).</p>		
211	EQUIPMENT MAINTENANCE	\$ 2,500	\$ 2,500
	<p>This line item includes funds for the maintenance and repair of the office equipment, primarily the computers. Service contracts for the computers are extremely costly so all service and repairs will be paid from this fund as needed. Although there may not be a need for the full amount, as evidenced in the current year, it is well to have it should it be needed.</p>		
214	RENTS AND LEASES - EQUIPMENT	\$ 4,800	\$ 5,640
	<p>The cost incurred within this line item reflect COG's copying costs. COG leased a new copy machine last year and now publishes almost all their own documents. Although our rents and leases budget has increased we have cut back considerably on our printing costs.</p>		

LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
217	TRANSPORTATION AND TRAVEL	\$10,510	\$17,590

COG's are for the most part governmental in nature and frequent interaction with other agencies outside the County is essential. Trips outside of the County are for these essential meetings and for training and/or special educational purposes which enable staff to conduct their duties in a more knowledgeable fashion. Changes in the transportation planning profession occur frequently and rapidly, and the opportunity to attend conferences, workshops, and training courses will greatly assist staff in providing technical assistance to local governments as well as providing direction to the preparation and implementation of transportation plans. The significant increase in this line item results from the COG Boards new policy of authorizing the attendance of four COG Board members at CALCOG meetings. Previously only one member was authorized to go at COG expense. Additionally there has been a notable increase in travel costs in general, particularly airfare.

Some typical travel needs for the year include:

- . Ridesharing travel, training and outreach - \$2,500
- . 1 Workshop sponsored by the Institute of Transportation Studies - \$350
- . 1 Training Course sponsored by Federal DOT - \$400
- . 4 workshops or technical seminars sponsored by Caltrans (usually in San Francisco or Sacramento) - \$500
- . Mileage reimbursements for use of personal cars - \$2,000
- . Meal reimbursements for required attendance at meetings - \$1,200
- . 8 meetings of the Calif. COG Directors (statewide, usually N. Calif.) - \$1,500
- . 1 national conference or business meeting of significant importance - \$1,400

LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
	<ul style="list-style-type: none"> <li>. Attendance for two at the annual Intermodal Planning Group Conference - \$1,250</li> <li>. 4 dinner meetings of the COG Executive Committee - \$160</li> <li>. COG Board and staff attendance at CALCOG - \$3,830</li> <li>. Staff participation in RTPA - \$2,500</li> </ul>		
	Request - <u>\$17,590</u>		
218	MOTOR POOL	\$ 1,000	\$ 1,000
	The costs shown are for COG use of motor pool vehicles for trips generally outside the County. Most of staff travel is by use of their personal car for which they are reimbursed on a mileage basis.		
220	PROFESSIONAL AND SPECIAL SERVICES	\$177,500	\$174,000
	Funds included in this line item are used chiefly to carry out contractual work and special tasks spelled out in the COG Overall Work Program. Some of the tasks include: annual financial and compliance audits - \$20,000; Ridesharing Program for Stanislaus County - \$40,000; legislative bill service - \$2,500; Specialized staff computer training - \$2,000; A revised EIR for the updated Regional Transportation Plan - \$20,000. A Route 99 Planning Study - \$67,500, A recalibration of COG's transportation model - \$2,000; and an update of the Airport Land Use Plan - \$20,000.		
	Some costs reflected above are calculated estimates and subject to further refinement.		
220-0010	SPECIAL DISTRICT ACCOUNT REPORTS	\$ 60	\$ 60
220-0083	SMTD CONTRACTUAL CHARGES	\$ 25,200	\$ 25,200
	These are UMTA grant funds that COG passes through to SMTD to perform certain transit planning functions.		

LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
220- 0200	ALLOCATED SERVICE DEPARTMENT COSTS	\$ 2,747	\$ 972

This figure represents the cost allocation plan prepared by the County as the estimated charges for services rendered by the County to the COG during the fiscal year. At the end of the year they calculate the precise charge and make an adjustment or roll forward on the following year's billing.

223	PUBLICATIONS AND LEGAL NOTICES	\$ 960	\$ 1,700
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In the course of the year, it is necessary to advertise public hearings for the purpose of adopting various plans and plan elements. The funds requested are an estimate of such a need.

232	INSURANCE - WORKER'S COMPENSATION	\$ 553	\$ 645
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This figure is based on estimates prepared by the County

236	INSURANCE - CASUALTY	\$ 156	\$ 62
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Exact figures for this cost center are derived by the County.

260	BUILDING MAINTENANCE	\$ -0-	\$ 500
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This catagory has been included to cover costs involving office renovations, constructing cabinets or shelves etc.

264	RENTS - STRUCTURES AND GROUNDS	\$ 9,000	\$ 9,000
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This figure is calculated by the County based upon the square footage of the office space leased by the COG.

	TOTAL - SERVICES AND SUPPLIES	\$263,465	\$269,969
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LINE ITEM	DESCRIPTION	BUDGETED 1988-89	REQUESTED 1989-90
451	FIXED ASSETS		
	A) Office Equipment		
	. One Executive Chair		\$ 650
	. One small panel table		\$ 265
	. Misc. Office Equip.		\$ 250
	B) Computer Equipment		
	. One replacement computer system (Compaq 386 - 20e Mod 40)		\$ 6,000
	. Two EGA Displays + Cards		\$ 1,650
	. One-HP Laserjet Series II-D Printer		\$ 3,250
	TOTAL FIXED ASSETS	\$ 12,641	\$ 12,065

BUDGET TOTALS

	Budgeted 1988-89	Requested 1989-90
Total Salaries	\$365,659	\$409,021
Total Fringe Benefits	\$ 42,140	\$ 99,402
Total Services and Supplies	\$263,465	\$269,969
Total Fixed Assets	\$ 12,641	\$ 12,065
TOTAL	<u>\$683,905</u>	<u>\$790,457</u>



SAN JOAQUIN COUNTY COUNCIL OF GOVERNMENTS  
1989-90 Line Item Budget

Line Item	Description	Budgeted 1988-89	Estimated Actual 1988-89	Requested 1989-90
101	Salaries - Cafeteria	-0-	9,500	9,500
131	Salaries - Extra Help	7,000	7,000	7,800
141	Salaries -			
	Contractual	358,659	346,500	391,721
189	Unemployment Comp.	1,061	900	1,176
191	Retirement	12,634	12,634	47,400
193	OASDI	8,198	7,523	28,350
193-				
003	Medicare	764	609	1,320
194	Life Insurance	200	389	135
195	Health Insurance	16,700	16,576	17,900
196	Dental Insurance	2,113	1,872	2,560
199	Vision Care	470	421	561
201	Office Expense -			
	General	15,000	13,000	15,000
202	Office Expense -			
	Postage	5,700	5,600	6,000
203	Subscriptions and			
	Periodicals	200	200	200
206	Communications	5,679	8,000	8,000
209	Memberships	1,900	1,900	1,900
211	Equipment Maintenance	2,500	500	2,500
214	Rents & Leases -			
	Equipment	4,800	5,640	5,640
217	Transportation and			
	Travel	10,510	11,000	17,590
218	Motor Pool	1,000	600	1,000
220	Professional and			
	Special Services	177,500	100,000	174,000
220-	Special District			
	Account Reports	60	60	60
220-	SMTD Contractual			
0083	Charges	25,200	25,200	25,200
220-	Allocated Service			
0200	Department Costs	2,747	1,840	972
223	Publications and			
	Legal Notices	960	1,600	1,700
232	Insurance - Workers			
	Compensation	553	553	645
236	Insurance - Casualty	156	156	62
260	Building Maintenance	-0-	100	500
264	Rents - Structures	9,000	9,000	9,000
451	Fixed Assets	12,641	11,500	12,065
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	TOTALS	\$683,905	\$600,373	\$790,457